

THE LIBRARY BOARD
The Library of Virginia
800 East Broad Street
Richmond, Virginia 23219-8000

SUMMARY OF BOARD MINUTES
Library Board Meeting of June 22, 2009
Meeting Room 2M.020 (Floor 2M)

- I. Call to Order/Quorum Valerie Jean Mayo, Chair
Valerie Jean Mayo, chair, called the meeting to order and announced there was a quorum present.
- II. Approval of Agenda The Board
A motion was made by Ronald S. Kozlowski and seconded by Clifton A. Woodrum III to accept the Agenda. The motion was passed unanimously.
- III. Welcome to Visitors and Staff Valerie Jean Mayo
Ms. Mayo welcomed Clay Dishon, the reporter for the Virginia Library Association (VLA); Peter E. Broadbent Jr., representing the Virginia Genealogical Society (VGS); Peter B. Schwartz, President of the Library of Virginia Foundation; and G. William (Bill) Thomas, Jr., President of the Friends of the Virginia State Archives.
- IV. Announcements
There were no announcements.
- V. Public Comment
There was no public comment.
- VI. Consent Agenda The Board
 - *A motion to accept the Consent Agenda, consisting of the minutes of the Library Board meeting on March 23, 2009, was made by Charles W. Sydnor, Jr., seconded by Lewis F. Powell III, and unanimously approved by the Board.*
- VII. Information Items
 - A. *Reports from Other Organizations*
Peter E. Broadbent, Jr., announced that the VGS annual spring conference in April was well attended. The fall VGS conference will be in Winchester on October 10. The following titles were donated to the Library of Virginia and presented by Mr. Broadbent: A new publication from VGS and the Society of Colonial Wars - The Effects of the French and Indian War on Civilian Life in the Frontier Counties of Virginia, 1754-1763, by Chester Raymond Young (two hard-bound books); and from the Society of the War of 1812 - Encounters with the British in Virginia during the War of 1812 (one spiral-bound booklet); War of 1812 Veteran Burials at St. John's Episcopal Church Graveyard, Richmond, Virginia (one spiral-bound booklet); and "Burials of 3010+ War of 1812

Veterans in Virginia, Arranged Alphabetically and by Location" (one CD). Mr. Broadbent acknowledged the Librarian of Virginia for her service on the War of 1812 Bicentennial Commission.

G William (Bill) Thomas thanked the staff of the Library for their presentations at the "Straight to the Source" program at the Library on March 27. He announced the annual Richard Slatten Lecture featuring Richard Sayre, Jr., will take place at the Library on Saturday, November 7.

B. Committee/Division Reports

- **Archival, Collections, and Records Management**

Services Committee

Henry Wiencek

In the absence of Henry Wiencek, committee chair, Mr. Sydnor, vice chair, called on John Metz, director of Collection Management Services Division. Mr. Metz reported that the committee discussed renewing the authorizations by publishers to continue the important project of microfilming selected Virginia newspapers. The microfilming has been a long-standing program that preserves the genealogical and historical information in the papers we microfilm.

Conley L. Edwards, director of Archival Records Management Division, reported that the committee discussed the new software that will be implemented in July called Total Recall, which will be used by the State Records Center and the Records Management staff to provide tracking and billing and other capabilities for state agency and locality records in the Library's collection. It provides to other agencies the ability to go on line using an account number to see what they have stored and initiate requests through web-based software.

- **Education, Outreach, and Research Services Committee**

George E. Lovelace

George E. Lovelace reported that a cross-training program by the reference librarians was conducted to provide support staff with more knowledge of reference resources. Staff changes include having Circulation staff assist the Reference librarians at the Reference desk, and Reference Services agreed to assume responsibility for providing government documents assistance to the public. Mr. Lovelace reported the division had been renamed the Education and Outreach Division, reflecting increased emphasis on widening the Library's audience and outreach to students and educators.

Tameka Hobbs, Program and Education Coordinator, provided a summary of the reorganization of the Education Staff. She also reported the Library of Virginia Foundation had received a generous gift of \$200,000 from Ellen and Orran Brown, creating an endowment for teachers with the goal of enhancing the knowledge and training in history and social science instruction. Applications for the 2009 Anne and Ryland Brown Teacher Research Fellowship are currently being solicited.

Barbara Batson, Exhibitions Coordinator, presented some items that will be included in the exhibition organized in partnership with the Poe Museum. This exhibition commemorates the 200th anniversary of the birth of Edgar Allan Poe, America's first

internationally renowned author. The exhibition explores the myths and legends surrounding Poe and examines how the author has entered American popular culture. Poe: Man, Myth, or Monster opens to the public on July 20.

- **Legislative and Finance Committee**

Ronald S. Kozlowski

Mr. Kozlowski, committee chair, reported some highlights not included in the Board packets. As of May 31, 97 percent of the General Fund appropriation has been spent. He called on Ann N. Harris, director of Finance and Administrative Services, who updated the Board on the Library's Fiscal Year 2010 Budget and 2010-2012 Biennium Budget Development and reviewed the Library's Statement of Financial Condition as of May 31, 2009, and Fiscal Year 2009 Year-end Close. She reported there will be budget reductions in 2010, which will carry forward to the next biennium—the 2010 budget will become the base budget for the next biennium. There will be a meeting in mid August when the governor will announce his decision as to whether further reductions for the fiscal year 2010 will be made.

- **Nominating Committee**

Mary G. Haviland

Mary G. Haviland, chair, on behalf of the committee, moved to elect a slate of officers as follows: John S. DiYorio as chair, and Ronald S. Kozlowski, as vice-chair, of the Library Board to serve on the Executive Committee with Marc Leepson, George E. Lovelace, Clifton A. Woodrum III and the ex-Library Board chair, Valerie Jean Mayo. According to Board By-Laws, each year a representative from the Library Board is nominated to serve on the Foundation Board. This year there are two vacancies because one of the sitting representatives from the Board is not seeking reappointment. As is the tradition in the past, the Nominating Committee recommends that these vacancies be filled at the discretion of the incoming Board Chair. The motion was seconded by Mr. Lovelace and passed unanimously.

- **Public Library Development Committee**

Clifton A. Woodrum III

Mr. Woodrum, committee chair, reported the committee met to consider the state aid grants for fiscal year 2009-2010. He read the list of libraries requesting waivers for the "Requirements Which Must Be Met In Order to Receive Grants-In-Aid." The explanations to each of these waivers had been examined, and the explanations were satisfactory to the committee. On behalf of the committee, Mr. Woodrum moved for these waivers to be approved. Mr. Lovelace seconded the motion and it was passed unanimously. There was a separate request from Charlotte County Library to grant a waiver to allow the library to work one extra hour four nights a week. On behalf of the committee Mr. Woodrum moved for the approval of this waiver. Mr. Kozlowski seconded the motion and it was approved unanimously. On behalf of the committee, Mr. Woodrum moved for the approval of the proposed State Aid to Libraries. The motion was seconded by Mr. Lovelace and passed unanimously by the Board.

Elizabeth M. Lewis was asked to explain to the Board the different grants from the Bill & Melinda Gates Foundation. The Opportunity Online Hardware grant was awarded because there was 100 percent participation by the eligible libraries in Virginia. All libraries had the matching money, and the state received the full grant funding. The

Library is in the process of writing the application for the Bill & Melinda Gates Foundation Opportunity Online Broadband grant.

Libraries are flooded with people looking for jobs; and after top-level contacts were made with the Virginia Unemployment Commission, training for librarians will be offered. The Library sponsored a winter reading program for pre-school children. Ms. Lewis announced that Kim Armentrout, the new public library consultant, will begin in late July.

- **The Library of Virginia Foundation Committee** Marc Leepson
Marc Leepson announced the Foundation fiscal year is not over and \$135,331 has been raised from 518 donors. Board participation is only 67 percent. He called on Dan Stackhouse, Foundation Director of Development, for further information. Mr. Stackhouse reported the Foundation is still receiving gifts that were pledged last year. There have been several mail campaigns in the last month that have had very good results. Mr. Stackhouse asked the Board members to invite a guest to visit the Library with them, to receive a tour, have lunch and, share with them all the great things at the Library of Virginia. The Board should have their invitations to the opening reception of the Poe exhibit on July 17. There will be a great kickoff to a great exhibition program.

C. Report of the Chair and the Executive Committee Valerie Jean Mayo
Mr. Kozlowski made a motion to hold a closed meeting according to the Code of Virginia for the purpose of the annual evaluation of the Librarian of Virginia. The motion was seconded by Mr. Lovelace and was passed unanimously. After the audience left and then returned, Mr. Kozlowski moved to have the Board certify by roll call vote that to the best of each member's knowledge "only public business matters lawfully exempted from open meeting requirements under this chapter and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body." Mr. Woodrum seconded the motion and a roll call vote was taken with all members voting in the affirmative. It was noted that David Poyer, Mark D. Romer, and Henry Wiencek were absent.

Ms. Mayo announced that as a result of the discussions in closed session, the Executive Committee evaluated the Librarian of Virginia and proposed to maintain the Librarian on her current contract with gratitude and enthusiasm and to celebrate her accomplishments. Mr. Woodrum moved to accept this motion and proposed it be accepted by a standing round of applause. The motion was accepted unanimously.

Ms. Mayo thanked the Board for its support. She thought it had been an exciting year and that the Library had accomplished a lot in spite of the loss of funds. She said she looked forward to being able to assist in whatever way she could.

Ms. Mayo reported that Stephen E. Story and Lewis S. Powell III would be rotating off the Board. She also reported that Mary G. Haviland had resigned to pursue her doctorate degree and Henry Wiencek would not be returning because his wife has taken a job in Maryland and they have agreed to stay there awhile. Ms. Mayo read proposed

resolutions recognizing each of these Board members with gratitude for their service to the Library and the Library Board. Mr. Woodrum entered a motion that the resolutions be adopted. The motion was seconded by Mr. Sydnor, and was passed unanimously by the Board.

D. Report of the Librarian of Virginia

Sandra G. Treadway

Sandra G. Treadway reported that interviews for a deputy librarian would soon be scheduled. Dr. Treadway joined Ms. Mayo in thanking Ms. Haviland, Mr. Powell, Mr. Story, and Mr. Wiencek for their hard work and support. She said she was grateful for their service and invited them to return to the library often. She called attention to a newspaper editorial in the Richmond Times Dispatch on June 18 pointing out the importance cultural attractions in Richmond that contributed to the quality of life in the city, and the Library was included on this very short and prestigious list.

VIII. Old or New Business

There was no old or new business.

IX. Action Items

- Approval of the Public Library Development Committee's Recommendations on State Aid Grants and Waivers—*This item was approved during the committee report.*
- Approval of the Nominating Committee's Proposed Slate of Officers for 2009-2010—*This item was approved during the committee report.*
- Proposed Schedule of Library Board Meetings for 2009-2010—*Ms. Mayo indicated there was one last action item. A meeting schedule for 2009-2010 needed to be adopted. Mr. Lovelace moved to approve the proposed meeting schedule included in the Board packets. Mr. Woodrum seconded the motion. There was no discussion and all voted in the affirmative.*

X. Comments by the Incoming Board Chair

John S. DiYorio

Mr. DiYorio thanked the Nominating Committee and the members of the Board for their expression of confidence. He stated that the bad news is the budget, but the good news is the Library has a great director, a terrific staff, and a very strong Board. He told the Board if they knew of any place he should be on behalf of the Library Board, he will be glad to go. He said he was free to travel.

XI. Adjournment

Mr. Woodrum thanked Ms. Mayo for taking the Board where it has been. There being no further business, the meeting was adjourned.

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**Board Minutes will be posted within three working days following
the Library Board Meeting on September 29, 2009**